

September 19, 2014

Headquarters Human Resources Management Division

TO: Distribution

FROM: Director, Headquarters Human Resources Management Division

SUBJECT: 2015 Nomination Call for NASA Foundations of Influence, Relationships, Success, and Teamwork (NASA FIRST)

This is the annual call for nominations for the Agency-wide development program entitled, NASA Foundations of Influence, Relationships, Success, and Teamwork (NASA FIRST). **The application due date for the NASA FIRST program is Friday, October 17, 2014. No exceptions will be made to this deadline date.**

The Headquarters Human Resources Management Division will host an Information Briefing Session to provide details about the NASA FIRST program, application process and answer questions that potential applicants may have. Headquarters civil servants are encouraged to attend the scheduled information session as follows:

NASA FIRST

- Information Briefing ... October 2, 2014 – 11:00 a.m. - 12:30 p.m.
- Location..... NASA HQ, Room CV31

ABOUT NASA FIRST

The NASA FIRST program aims to develop a community of prospective future leaders who will have a full understanding of the Agency's vision and mission areas. It is designed to provide employees in science, engineering, and the administrative professional field with foundational leadership skills. NASA FIRST is customized to inspire, motivate and enlighten NASA's next generation of Agency leaders.

Target Audience: This program targets GS-11 and GS-12 civil servants (term or permanent employees only) with at least one year of experience with NASA.

Application Process: All documents, information and forms are available on the NASA FIRST website as follows: (http://leadership.nasa.gov/nasa_first/home.htm).

- ***Please review the NASA FIRST program information thoroughly and plan to attend a Headquarters Information Briefing session before completing and submitting your application.***

APPLICATION DEADLINE FOR NASA HEADQUARTERS CIVIL SERVANTS:

The application deadline for the FIRST Program is Friday, October 17, 2014.

Applications will not be accepted or processed after this due date. Please send all nomination packages to:

Joan Taylor
NASA Headquarters
HRMD/Employee and Organizational Excellence Branch
Mail Suite 4E39, Room 4E73
Washington, DC 20546

The Agency's goal is to ensure that participants in these programs support NASA's need to identify, develop and retain talent for future leadership positions. If you or anyone on your staff has questions or need additional information, please contact Kim Haney-Brown at 202-358-0433.

Leah Hollander

cc:

Administrative Contacts

Headquarters Training Contacts

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- Executive Director, Headquarters Operations/Mr. Henn
- Executive Director, NSSC/Mr. Glorioso

cc:

Executive Secretariat/Mr. Box
Office of the Administrator/Ms. Manuel
Office of the Administrator/Ms. McNair
Office of the Administrator/Ms. McCannon
Office of the Deputy Administrator/Ms. Ross
Office of the Associate Administrator/Ms. Williams
Office of Agency Council Staff/Dr. Blue
Office of the Chief Engineer/Mr. Bell
Senior Advisor to the Administrator for Policy and Strategy Implementation/Mr. Cremins

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Human Exploration and Operations Mission Directorate/Ms. Brown
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Office of Chief Health and Medical Officer/Ms. Barnes
Office of Communications/Ms. Lord
Office of Diversity and Equal Opportunity/Ms. Jones
Office of Education/Ms. Kennedy-Johnson
Office of Education/Ms. Miller
Office of Headquarters Operations/Ms. Kabiri
Office of Human Capital Management/Ms. Burroughs
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Office of International and Interagency Relations/Ms. Fleming
Office of International and Interagency Relations/Ms. Shephard
Office of Legislative and Intergovernmental Affairs/Ms. Graham
Office of Procurement/Ms. Randolph
Office of Protective Services/Ms. Matthews and Mr. Dodd
Office of Safety and Mission Assurance/Ms. Loewy
Office of Small Business Programs/Ms. Parker
Office of Small Business Programs/Mr. Delgado
Office of Strategic Infrastructure/Ms. McNeill
Office of the Administrator/Ms. McNair
Office of the Chief Engineer/Ms. Rhym
Office of the Chief Financial Officer/Ms. Briscoe
Office of the Chief Financial Officer/Ms. Masters
Office of the Chief Information Officer/Ms. Weber
Office of the Chief Technologist/Ms. Vidal (Diaz)
Office of the General Counsel/Mr. Harris
Science Mission Directorate/Ms. Delo
Science Mission Directorate/Ms. Reid

Administrative Contacts:

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Office of Chief Financial Officer/Ms. Briscoe
Office of Chief Financial Officer/Ms. Masters
Office of Chief Financial Officer/Ms. Mack
Aeronautics Research Mission Directorate/Ms. Miller
Human Exploration and Operations Mission Directorate /Ms. Bascoe
Human Exploration and Operations Mission Directorate/Ms. Brown
Mission Support Directorate/Ms. Dunn
NASA Management Office/Ms. Starman
Office of Chief Engineer/Ms. Rhym
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Office of Protective Services/Ms. Matthews
Office of Safety and Mission Assurance/ Ms. Loewy
Office of Safety and Mission Assurance/Mr. Mexcur
Office of Small Business Programs/Ms. Parker
Office of Space Technology/Ms. Vidal-Roles (Diaz)
Office of Space Technology/Ms. Butler (Back up)
Office of Strategic Infrastructure/Ms. McNeill
Office of the General Counsel/Mr. Harris
Science Mission Directorate/Ms. Delo